

[UPDATED] Probitas Partners – Regional Project Manager (full time) and Junior Sales Associate (full time/part time)

Firm

Probitas Partners is a leading global provider of alternative investment advisory service. We are an independent firm and we offer fund placement service with an emphasis on private equity and real assets namely debt and equity funds, venture capital, special situations, opportunistic real estate and infrastructure from around the world. We have raised over US\$60 billion dollars of capital for eighty of our clients since the inception of the firm. We offer a unique combination of market knowledge and expertise, proven execution ability and wide-ranging perspective. Our integrated, focused approach helps us deliver the best results to all of our clients. We are a global firm with offices in San Francisco, New York, London and Hong Kong.

Job Information

Position open: Now

Reporting: Regional Head, Asia

Job Description:	Regional Project Manager (full time)	
-	Analysis and benchmarking of Asian private equity funds and lead internal investment approval process	
-	Preparation of marketing documentation for private equity funds	
-	Analysis of private equity funds’ track record	
-	Completion of investors’ due diligence requests	
-	Meet and assess potential Asian general partner fundraising clients	
-	Support the Regional Head, Asia in managing fund marketing projects from Asia and other Probitas offices	
Work Location:	Central, Hong Kong	
Requirements:	5+year banking or consulting experience are encouraged to apply	
Fields of Study Required:	General discipline with finance related qualifications	
Level of Award:	Bachelor degree and in the process of completing Masters or professional qualification	Year of Study: N/A
Language Skills	High competence in English and ideally a second Asian language (Mandarin, Japanese or Korean) but not a must	
Other Skills	Microsoft office and powerpoint specifically	

Job Description:	Junior sales associate (full time/part time)	
-	Support the sales team on various fund launches and follow up sales activities by fulfilling investors' request for information via phone, email, and meeting with investors	
-	Assist Regional Head to explore and assess investors' potential and investment interest	
Work Location:	Central, Hong Kong	
Requirements:	3+year banking or consulting experience are encouraged to apply	
Fields of Study Required:	General discipline with basic understanding of finance related topics	
Level of Award:	Bachelor degree and in the process of completing Masters or professional qualification	Year of Study: N/A
Language Skills	High competence in English with high proficiency in the use of an Asian language (Mandarin or Korean)	
Other Skills	Microsoft office and powerpoint specifically	

Application Method

Please send resume to wmf@probitaspartners.com.

Application Deadline

Apply as soon as possible